

## FUNDING OPPORTUNITY DESCRIPTION

### U.S. DEPARTMENT OF STATE

#### U.S. MISSION IN MOROCCO PUBLIC DIPLOMACY GRANT PROGRAM Notice of Funding Opportunity for Fiscal Year 2023

**Funding Opportunity Title:** Space-Themed Summer Camp

**Funding Opportunity Number:** PAS-MOROCCO-FY23-07

**Deadline for Applications:** April 30, 2023

**Assistance Listing Number:** 19.040

**Total Amount Available:** \$30,000

#### A. PROGRAM DESCRIPTION

*The U.S. Embassy Morocco* is pleased to announce an open competition for organizations to submit applications to carry out a space-themed summer camp for youth ages 15-18 that offers hands-on learning opportunities for 30 Moroccan participants to explore and discover the world of space science and technology. The camp's curriculum will include activities such as model rocket building and launching, stargazing and astronomy, planet and solar system studies, and visits to observatories and science centers. Additionally, the camp will provide lectures and workshops led by scientists, engineers, and other experts in the field to help the participants understand the science behind space exploration. The camp will also provide an opportunity for the participants to interact and socialize with other space enthusiasts, and to develop teamwork and leadership skills. The camp will have a strong participation of trainers with a connection to the United States, application of U.S. models, or approaches typically applied in the United States. The overall goal of this camp is to inspire, educate, and empower young Moroccans to pursue their interests in space exploration and technology, and to support their development as future leaders in STEM fields.

Please follow all instructions below.

**Priority Region:** *Morocco*

#### Program Objectives:

1. **Inspiring interest in space science and technology:** The camp aims to foster a love of space exploration and learning among the campers, and to encourage them to pursue further education and careers in related fields.
2. **Developing teamwork and leadership skills:** The camp should provide opportunities for campers to work together in teams to solve problems, develop projects, and complete tasks. This can help to build leadership skills, communication skills, and other important social and emotional competencies.
3. **Fostering personal growth and development:** The camp should create an environment that is safe, inclusive, and supportive, where campers can develop new skills, build confidence, and broaden their professional networks.

4. **Encouraging environmental awareness:** The camp should promote an awareness of the importance of protecting the planet and its natural resources and encourage campers to think critically about environmental issues and solutions.

The implementer must be able to carry out the following:

- **Project design and preparation:** The Recipient will define, in consultation with the U.S. Embassy, the project scope, main outcomes and outputs including participants' profiles. The recipient will also handle all project logistics including venues, camp dates, facilitators, trainers, and volunteers.
- **Call for applications:** The Recipient will advertise the application to participate using social media and direct engagement and outreach through their own youth networks. The Recipient will also develop and implement a competitive recruitment process to select the 30 participants.
- **Design of training:** The Recipient will develop the curriculum and design the camp activities to ensure a high-quality learning experience for the participants. This may involve research into best practices for science education and youth development, as well as collaboration with experts in the field of space science and technology. The curriculum should be tailored to the interests and abilities of the campers and should provide a balance of hands-on learning activities and classroom instruction. Additionally, the camp should be designed to promote safety, inclusivity, and a positive learning environment for all participants.
- **Program delivery:** The Recipient will organize a six-day summer camp. This will involve overseeing the logistics of the camp, such as arranging for facilities, equipment, and supplies needed for the activities, as well as recruiting and training camp staff to ensure the safety and well-being of the participants. The implementer will also manage the day-to-day operations of the camp, including scheduling and coordinating activities, providing guidance and support to campers and staff, and ensuring that the program is running smoothly and according to plan. Additionally, the implementer should be prepared to handle any unexpected challenges or issues that may arise during the course of the camp and should be able to adapt the program as needed to ensure the best possible experience for the campers.
- **Monitoring and evaluation:** The Recipient will develop a monitoring and evaluation plan. This M&E plan will consist of pre-camp and post-camp surveys to measure the impact of the program on the beneficiaries in consultation with PAS.
- **Sustainability:** The Recipient will develop a sustainability plan to maintain close contact with participants and provide mentorship to the beneficiaries and include them in future events.

Applicants are encouraged to submit proposals that use a mix of interactive activities and learning experiences to help participants develop their skills. All proposals should contain a proposed syllabus covering the title and content of sessions and how each relates to the overall program objectives. Proposals should also include a detailed explanation of how applicants will be recruited and a description of how program activities will bring about the intended results.

All program activities should have a strong American focus. Curriculum modules should include U.S. models, examples, and precepts.

## **B. FEDERAL AWARD INFORMATION**

Length of performance period:	3 to 6 months
Number of awards anticipated:	1 award
Award amounts:	awards may range from a minimum of \$25,000 to a maximum of \$30,000
Total available funding:	\$30,000
Type of Funding:	FY23 Smith Mundt Public Diplomacy Funds
Anticipated program start date:	June 2023

**This notice is subject to availability of funding.**

**Funding Instrument Type:** Cooperative agreement.

U.S. Embassy staff will:

- a. Provide standardized logos/branding guidelines for promotional materials.
- b. Review and approve marketing materials and participation in promotional activities of the program, and the use of the U.S. Mission's social media platforms and media contacts.
- c. Review and approve selection of the camp venue.
- d. Review and approve participant and trainer recruitment and selection plans.
- e. Assist in identifying and contacting alumni of U.S. government exchange programs, representatives of U.S. companies, and U.S. Mission personnel as potential speakers or trainers.
- f. Review and approve proposed program speaker and trainer rosters and activity/workshop/site visit topics and formats.

**Program Performance Period:** Proposed programs should be completed in 6 months or less. The Department of State will entertain applications for continuation grants funded under these awards beyond the initial budget period on a non-competitive basis subject to availability of funds, satisfactory progress of the program, and a determination that continued funding would be in the best interest of the U.S. Department of State.

## **C. ELIGIBILITY INFORMATION**

1. Eligible Applicants:

The following organizations are eligible to apply:

- Only Moroccan associations and committed and organized civil-society organizations with full SAM registration and experience executing youth STEM programs will be eligible to receive funding.
- U.S. organizations and NGOs are not eligible.

## 2. Cost Sharing or Matching

There is no minimum or maximum percentage required for this competition.

## 3. Other Eligibility Requirements

To be eligible to receive an award, **all organizations** must have a Unique Entity Identifier (UEI) number issued via [www.SAM.gov](http://www.SAM.gov) as well as a valid registration on [www.SAM.gov](http://www.SAM.gov). Please see Section D.2 for more information. **Individuals** are not required to have a UEI or be registered in SAM.gov.

## D. APPLICATION AND SUBMISSION INFORMATION

**Submit all forms as *PDFs* in electronic format to [Rabatgrants@state.gov](mailto:Rabatgrants@state.gov) no later than April 30, 2023, at midnight.** All questions about this NOFO should be addressed to: [Rabatgrants@state.gov](mailto:Rabatgrants@state.gov)

Please follow all instructions below carefully. Proposals that do not meet the requirements of this announcement or fail to comply with the stated requirements will not be reviewed.

### 1. Content of Application

- All documents are in English.
- The proposal should be \$25,000-\$30,000.
- Acquisition of a UEI number and a SAM.gov registration is required.
- The project should not have an intended start date before May 2023.
- All proposals must adhere to the policy explained in the **Space-Themed Summer Camp** Program Notice of Funding Opportunity (NOFO) including the “eligibility requirements.” Please review these requirements carefully.

**The following documents are required and the first 6 can be found on our website:**

- SF424 (Application for Federal Assistance)
- SF424A (Budget Information)
- SF424B (Assurances)
- Project Narrative Form (in English)
- Applicant Organizational Information Form
- Detailed proposed program

- Budget Proposal (in USD) (please use \$1 = 10 MAD as exchange rate)
- CVs for Director and key project personnel (you provide)
- Final registration papers for the organization (وصل نهائي) (you provide)

## 2. Registrations

All organizations applying for this grant **should apply for a UEI number and a SAM.gov registration at the time of application**. Both are free of charge. **The DUNS number and NCAGE code** (if not applying for Department of Defense funding) are **no longer required** for federal assistance applications.

### Step 1: Validate your organization

UEI application: Organizations must have a Unique Entity Identifier from SAM.gov. If your organization has not yet been assigned a UEI number, you may obtain one by visiting: <https://sam.gov/content/home>. Follow instructions for validating your organization; see necessary documentation that must be submitted before your UEI number can be assigned. If you have had U.S. government funding before and had a DUNS number, you should have been assigned a UEI number. In this case just proceed with Step 2.

### Step 2: Register in SAM.gov

After receiving your UEI number, begin your registration in SAM.gov by logging onto: <https://www.sam.gov>. Your SAM registration must be renewed annually.

If you encounter any error, please contact the SAM Federal Service Desk to report problem at <https://www.fsd.gov/clients>. There is a standard (not toll free) number that customers can use 334-206-7828.

***Note: The process of obtaining or renewing a SAM.gov registration may take anywhere from 4-8 weeks. Please begin your registration as early as possible.***

### Exemptions

An exemption from the UEI and sam.gov registration requirements may be permitted on a case-by-case basis if:

- An applicant's identity must be protected due to potential endangerment of their mission, their organization's status, their employees, or individuals being served by the applicant.
- For an applicant, if the Federal awarding agency decides that there are exigent circumstances that prohibit the applicant from receiving a unique entity identifier and completing SAM registration prior to receiving a federal award. In these instances, Federal awarding agencies must require the recipient to obtain a unique entity identifier and complete SAM registration within 30 days of the Federal award date.

Organizations requesting exemption from UEI or SAM.gov requirements must email the point of contact listed in the NOFO at least two weeks prior to the deadline in the NOFO providing a justification of their request. Approval for a SAM.gov exemption must come from the warranted Grants Officer before the application can be deemed eligible for review.

## **E. APPLICATION REVIEW INFORMATION**

### **1. Criteria**

**Quality and Feasibility of the Proposed Program:** The camp idea is well developed, with details about how program activities will be carried out. The proposal includes a reasonable implementation timeline, including for recruitment of participants and trainers. Goals and objectives are clearly stated, and program outline is likely to provide maximum impact in achieving the proposed results.

**Organizational Capacity and Record on managing STEM program:**

Applicant should have experience in designing and implementing educational programs for youth, with a particular focus on space science and technology. Applicant should also have access to qualified staff and subject matter experts with relevant qualifications and experience in the field of space science and technology. The ability to work collaboratively and effectively with other organizations and stakeholders is also crucial. Overall, this organization should have a passion for advancing STEM and a strong commitment to achieving diversity, equity, and inclusion in these fields.

**U.S. Component:** There is strong participation of trainers with a connection to the United States, application of U.S. models, or approaches typically applied in the United States.

**Budget:** The budget justification is detailed. Costs are reasonable in relation to the proposed activities and anticipated results. The budget is realistic, accounting for all necessary expenses to achieve proposed activities.

**Monitoring and evaluation plan:** Applicant demonstrates it can measure program success against key indicators and provides milestones to indicate progress toward goals outlined in the proposal. The program includes output and outcome indicators and shows how and when those will be measured.

**Support of Equity and Underserved Communities:** The U.S. Mission will look favorably on proposals that clearly demonstrate how the program will support and advance equity, and engage underserved communities in program administration, design, and implementation.

## **F. FEDERAL AWARD ADMINISTRATION INFORMATION**

### **1. Federal Award Notices**

The grant award or cooperative agreement will be written, signed, awarded, and administered by the Grants Officer. The assistance award agreement is the authorizing document, and it will

be provided to the recipient for review and signature by email. The recipient may only start incurring program expenses beginning on the start date shown on the grant award document signed by the Grants Officer and after the Kickoff meeting has taken place.

If a proposal is selected for funding, the Department of State has no obligation to provide any additional future funding. Renewal of an award to increase funding or extend the period of performance is at the discretion of the Department of State.

Issuance of this NOFO does not constitute an award commitment on the part of the U.S. government, nor does it commit the U.S. government to pay for costs incurred in the preparation and submission of proposals. Further, the U.S. government reserves the right to reject any or all proposals received.

## **2. Administrative and National Policy Requirements**

Before applying, applicants should review all the terms and conditions and required certifications which will apply to this award, to ensure that they will be able to comply. These include:

- [2 CFR 25 - UNIVERSAL IDENTIFIER AND SYSTEM FOR AWARD MANAGEMENT](#)
- [2 CFR 170 - REPORTING SUBAWARD AND EXECUTIVE COMPENSATION INFORMATION](#)
- [2 CFR 175 - AWARD TERM FOR TRAFFICKING IN PERSONS](#)
- [2 CFR 182 - GOVERNMENTWIDE REQUIREMENTS FOR DRUG-FREE WORKPLACE \(FINANCIAL ASSISTANCE\)](#)
- [2 CFR 183 - NEVER CONTRACT WITH THE ENEMY](#)
- [2 CFR 600 – DEPARTMENT OF STATE REQUIREMENTS](#)
- [U.S. DEPARTMENT OF STATE STANDARD TERMS AND CONDITIONS](#)

In accordance with the Office of Management and Budget's guidance located at 2 CFR part 200, all applicable Federal laws, and relevant Executive guidance, the Department of State will review and consider applications for funding, as applicable to specific programs, pursuant to this notice of funding opportunity in accordance with the following: NOTE:

- [Guidance for Grants and Agreements in Title 2 of the Code of Federal Regulations](#) (2 CFR), as updated in the Federal Register's 85 FR 49506 on August 13, 2020, particularly on:
  - Selecting recipients most likely to be successful in delivering results based on the program objectives through an objective process of evaluating Federal award applications (2 CFR part 200.205),

- Prohibiting the purchase of certain telecommunication and video surveillance services or equipment in alignment with section 889 of the National Defense Authorization Act of 2019 (Pub. L. No. 115—232) (2 CFR part 200.216),
- Promoting the freedom of speech and religious liberty in alignment with *Promoting Free Speech and Religious Liberty* (E.O. 13798) and *Improving Free Inquiry, Transparency, and Accountability at Colleges and Universities* (E.O. 13864) (§§ 200.300, 200.303, 200.339, and 200.341),
- Providing a preference, to the extent permitted by law, to maximize use of goods, products, and materials produced in the United States (2 CFR part 200.322), and
- Terminating agreements in whole or in part to the greatest extent authorized by law if an award no longer effectuates the program goals or agency priorities (2 CFR part 200.340).

In accordance with the [Executive Order on Advancing Racial Equity and Underserved Communities](#), proposals should demonstrate how the program advances equity with respect to race, ethnicity, religion, income, geography, gender identity, sexual orientation, and disability. The proposal should also demonstrate how the program will further engagement in underserved communities and with individuals from underserved communities. Proposals should demonstrate how addressing racial equity and underserved communities will enhance the program's goals and objectives, as well as the experience of participants.

The support of underserved communities will be part of the review criteria for this opportunity. Therefore, proposals should clearly demonstrate how the program will support and advance equity and engage underserved communities in program administration, design, and implementation.

### 3. Reporting

**Reporting Requirements:** Recipients will be required to submit financial reports and program reports. The award document will specify how often these reports must be submitted. For a grant not more than a one-year grant, at least two reports would be required: an interim report halfway through the timeframe, and a final report (programmatic and financial) at the end.

## G. FEDERAL AWARDING AGENCY CONTACTS

Any prospective applicant who has questions concerning the contents of this NOFO should email [Rabatgrants@State.gov](mailto:Rabatgrants@State.gov). Note that once the NOFO deadline has passed, Department of State staff may not discuss this competition with applicants until the review process has been completed.



## H. OTHER INFORMATION

### Guidelines for Budget Justification

**Personnel and Fringe Benefits:** Describe the wages, salaries, and benefits of temporary or permanent staff who will be working directly for the applicant on the program, and the percentage of their time that will be spent on the program.

**Travel:** Estimate the costs of travel and per diem for this program, for program staff, consultants or speakers, and participants/beneficiaries. If the program involves international travel, include a brief statement of justification for that travel.

**Equipment:** Describe any machinery, furniture, or other personal property that is required for the program, which has a useful life of more than one year (or a life longer than the duration of the program), and costs at least \$5,000 per unit.

**Supplies:** List and describe all the items and materials, including any computer devices, that are needed for the program. If an item costs more than \$5,000 per unit, then put it in the budget under Equipment.

**Contractual:** Describe goods and services that the applicant plans to acquire through a contract with a vendor. Also describe any sub-awards to non-profit partners that will help carry out the program activities.

**Other Direct Costs:** Describe other costs directly associated with the program, which do not fit in the other categories. For example, shipping costs for materials and equipment or applicable taxes. All "Other" or "Miscellaneous" expenses must be itemized and explained.

**Indirect Costs:** These are costs that cannot be linked directly to the program activities, such as overhead costs needed to help keep the organization operating. (If your organization has a Negotiated Indirect Cost Rate (NICRA) and includes NICRA charges in the budget, attach a copy of your latest NICRA.) Organizations that have never had a NICRA may request indirect costs of 10% of the modified total direct costs as defined in 2 CFR 200.68.

"Cost Sharing" refers to contributions from the organization or other entities other than the U.S. Embassy. It also includes in-kind contributions such as volunteers' time and donated venues.

**Alcoholic Beverages:** Please note that award funds cannot be used for alcoholic beverages.